



## Higher Degree by Research (HDR) Internship: Internal Approval Form

The University of Sydney requires all HDR candidates to submit an approval form to the university in order to apply for or undertake an internship during their program.

### Instructions:

- **Before submitting this form, you should discuss the details of a specific placement you are applying for with your lead supervisor. They will need to be in support of you undertaking the opportunity.**
- Once you've had this discussion, add your details and the requested information about your internship below
- Provide your supervisor with the form and request they complete and sign below
- Email your completed form to [grs.internships@sydney.edu.au](mailto:grs.internships@sydney.edu.au)
- Please allow up to 10 business days for the internal checks process to be completed. You will receive an email confirming whether you have been approved to do an internship
- Please note this form is only valid for 6 months.
- For **APR.Intern** opportunities, a separate form is needed. Download the form available **on their website** and email to [grs.internships@sydney.edu.au](mailto:grs.internships@sydney.edu.au)

Student Details	
Name:	
Student ID:	
University email address:	
Faculty/University School:	
Visa Type:	Domestic      International
Program:	PhD      MPhil
Current thesis title:	
Enrolment status:	Full-time      Part-time
Required thesis submission date:	
Current scholarship name (if applicable):	
Internships Information	
Project Title:	
Internship Provider/Organisation:	
Project Start date (estimated):	
Project End date (estimated):	
Project Length (in months):	
Internship type:	Full-time Part-time    If work part-time,      hours/per week (approximately)
Internship Stipend:	Y    If yes: \$      /month N

Primary Supervisor	
Name:	
Email:	
Phone Number:	
Faculty/University School:	
Is this internship broadly related to the research topic required to complete their PhD?	Y N
Is the student currently within the first 18 months of candidature?	Y N
<p><b>By signing below the Supervisor agrees:</b></p> <ul style="list-style-type: none"> <li>– to support their student’s application for the abovenamed internship</li> <li>– to provide information (on request) regarding the relevancy of the internship to the candidates HDR thesis topic and/or researcher graduate qualities</li> <li>– to this information potentially being used for the university’s reporting to <b>DESE for RTP purposes</b></li> </ul> <p><b>Supervisor’s Signature</b></p> <p>_____</p> <p><b>Date:</b> _____</p>	

## Contact

**Form Submission:**

HDR Internships, Graduate Research School

[grs.internships@sydney.edu.au](mailto:grs.internships@sydney.edu.au)

sydney.edu.au CRICOS 00026A